

# Connect user guide

## Submitting Modification by consent for COBS 8.1.1R, COLL 5.6.22R & SUP 16.23A.6(1) – previously ICOBS 8.4.4 R (1)

This user guide explains:

- how to navigate to Modification by consent within connect
- completing various sections of the application
- how to view the direction on the FCA Register

### 1. Submitting your notification

You can submit the above Modification by consent via our [connect](#) system only. Please make sure you have the required access for connect or contact your firm's principal user (PU).

### 2. Navigating to your firm's Modification by consent

After logging into connect you will see under waivers:

- CRR Permission
- Modification by consent
- Waiver/Modification

Please click on start application against Modification by consent. You may also want to view the [waivers and modification page](#) on the FCA website and the 'Help' section to familiarize yourself of the application:

WAIVERS MODIFICATIONS AND CRR PERMISSIONS ▼

### Waivers

Apply under FSMA section 138A for a waiver or modification. Apply for a CRR permissions.

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**CRR Permission**  
Please only use this form if you are a Payment or E-money institute, collective portfolio manager or a firm subject to CRR "own funds" requirements, and you are seeking a Permission under CRR Article 26 in relation to Common Equity Tier 1 items. If you are a firm that carries out MiFID activities, please use the relevant MIFIDPRU form

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**Modification by consent**  
Only select this option if you are applying for the modification by consent as set out at <https://www.fca.org.uk/firms/waivers-modifications/consent>

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**Waiver/Modifications**  
If the firm is applying for a waiver or modification of an FCA rule, it should select this option.

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**3. Click on Start against Applicant Details and complete this section. After the Applicant Details section is complete it will show as green.**

<b>Application Reference Number</b>	0003745741	<b>Last Modified By</b>	Mahendra Timblo
FORM	STATUS		
<b>Applicant Details</b>	<input type="radio"/> Not Started	<input style="border: 2px solid red;" type="button" value="Start"/>	
<b>Modification Details</b>	<input type="radio"/> Not Started	<input type="button" value="Start"/>	
<b>Declaration</b>	<input type="radio"/> Not Started	<input type="button" value="Start"/>	
			<input type="button" value="Submit Application"/>

<b>Application Reference Number</b>	0003895704	<b>Last Modified By</b>	Mahendra Timblo
FORM	STATUS		
<b>Applicant Details</b>	<input checked="" type="checkbox"/> Complete	<a href="#">Edit</a>	
<b>Modification Details</b>	<input type="checkbox"/> Not Started	<a href="#">Start</a>	
<b>Declaration</b>	<input type="checkbox"/> Not Started	<a href="#">Start</a>	
<a href="#">Submit Application</a>			

#### 4. Next please click on start against Modification Details

<b>Application Reference Number</b>	0003745741	<b>Last Modified By</b>	Mahendra Timblo
FORM	STATUS		
<b>Applicant Details</b>	<input checked="" type="checkbox"/> Complete	<a href="#">Edit</a>	
<b>Modification Details</b>	<input type="checkbox"/> Not Started	<a href="#">Start</a>	
<b>Declaration</b>	<input type="checkbox"/> Not Started	<a href="#">Start</a>	
<a href="#">Submit Application</a>			

## 5. Completing Firm Details

Enter your firm reference number (FRN) and select the Modification by consent **type** you wish to apply:

### Firm Details

\* Firm Reference Number

For more details, please refer: <https://www.fca.org.uk/firms/waivers-modifications/consent>.

\* Please select which modification by consent you are applying for?

--None--

- ✓ --None--
- Modification by consent for COBS 8.1.1R
- Modification by consent for COLL 5.6.22R
- Modification by consent for SUP 16.23A.6(1)

Check the boxes and click on Modification by consent as highlighted below. This will download a direction template to your computer

The firm meets the criteria for this modification by consent because it is a Child Trust Fund provider.

\* I confirm the above statement is correct as per my knowledge.



Modification by consent for COBS 8.1.1R

\* This document is required.



Upload Files

Or drop files

\* The Applicant must confirm that all relevant details uploaded for the selected 'modification by consent' template are correct and verified.



[Back to Application](#)

[Previous](#)

[Save](#)

[Save and Next](#)

## 6. Completing Direction Template

- Against 'To' enter your firm name as it appears on the FCA Register
- Enter FRN
- The date will be auto populated to today's date. Note: directions should not be dated in the past.
- After completing your direction save it to your computer.



**Direction**

To:

FRN:

Date: 18 April 2024

**Handbook Version as in force at the date of this Direction**

**Power**

1. This direction is given by the *FCA* under section 138A of the *Act*.

**Duration**

2. Expiry is five years from the date of this direction.

**Rules waived**

3. The *FCA* directs that the *rule* listed below applies to the *firm* with the modifications shown.

## 7. Upload your direction as shown below



Modification by consent for COBS 8.1.1R

\* This document is required.

**modification-by-consent-cobs-8-1-1r .docx**

 Or drop files

\* The Applicant must confirm that all relevant details uploaded for the selected 'modification by consent' template are correct and verified.

[Back to Application](#) [Previous](#) [Save](#) [Save and Next](#)

**8. The Modification details section now shows green. Next please start Declaration section and complete this.**

<b>Application Reference Number</b>	0003745741	<b>Last Modified By</b>	Mahendra Timblo
FORM	STATUS		
Applicant Details	<span>✔ Complete</span>	<a href="#">Edit</a>	
Modification Details	<span>✔ Complete</span>	<a href="#">Edit</a>	
Declaration	<input type="radio"/> Not Started	<a href="#">Start</a>	
<a href="#">Submit Application</a>			

## 9. The application is now ready for submission

<b>Application Reference Number</b>	0003745741	<b>Last Modified By</b>	Mahendra Timblo
FORM	STATUS		
Applicant Details	✓ Complete	<a href="#">Edit</a>	
Modification Details	✓ Complete	<a href="#">Edit</a>	
Declaration	✓ Complete	<a href="#">Edit</a>	
<b>Application is ready for submission.</b>			<a href="#">Submit Application</a>

## 10. You will receive confirmation of submission

Dear xxx,

Re: Modification [By](#) Consent request reference 0003745741 submitted for firm xxx on 2024-04-18.

Thank you for your Modification By Consent request received on 2024-04-18.

This is to confirm your request has been approved. The Direction will be published on the FS Register.

If you have any questions, please email [centralwaiversteam@fca.org.uk](mailto:centralwaiversteam@fca.org.uk) quoting the reference number above.

Yours sincerely,

Financial Conduct Authority

## 11. You can view the direction on the waivers section of your firm profile on the FCA [Financial Services Register](#)

### Waivers, modifications and exclusions

Current waivers, modifications and exclusions we hold for this firm. ^

A firm can apply for a waiver or modification of our rules or, in some situations, certain permissions (e.g. MiFIDPRU and CRR permissions). This table shows the waivers, modifications, and exclusions we currently hold for this firm.

Results per page

10 ▼

[Show all results](#)
Showing 1 result out of 1

Waivers/Modifications	Rule/Article No.
↓A	↓A
<a href="#">00007165.pdf</a> (pdf / 0.052MB)	COBS 8.1.1R